



MEMO

**To : FISCAL COMMITTEE
VICTORIA RUSNAK, CHAIR
ANTHONY A. BATARSE, JR., MEMBER**

Date: July 20, 2018

**From : TIMOTHY CORCORAN
DAWN KINDEL
SUZANNE LUKE**

**Subject: BOARD FINANCIAL CONDITION REPORT FOR THE 3RD QUARTER OF
FISCAL YEAR 2017-2018**

The following is a financial summary of the Board's expenditures and revenues through the 3rd quarter of Fiscal Year 2017-2018.

<i>Expenditures</i>		<i>Revenue</i>	
Budget Appropriation	\$1,642,415	Beginning Reserve Balance	*\$2,016,910
Expenditures	\$1,048,991	Revenues	\$1,665,613
Unexpended Appropriation	\$593,424	Total	\$3,682,523
		Current reserve balance	\$2,633,532

The Board expended 64% of its appropriated budget through the third quarter of fiscal year 2017-2018.

Attached for your review is a detailed summary of the Board's fund condition as well as an itemized Revenue and Expense statement.

This memorandum is being provided for informational purposes only, and no Board action is required. If you have any questions prior to the Board Meeting, please contact me at (916) 324-6197 or Dawn Kindel at (916) 323-7201.

Attachments as stated

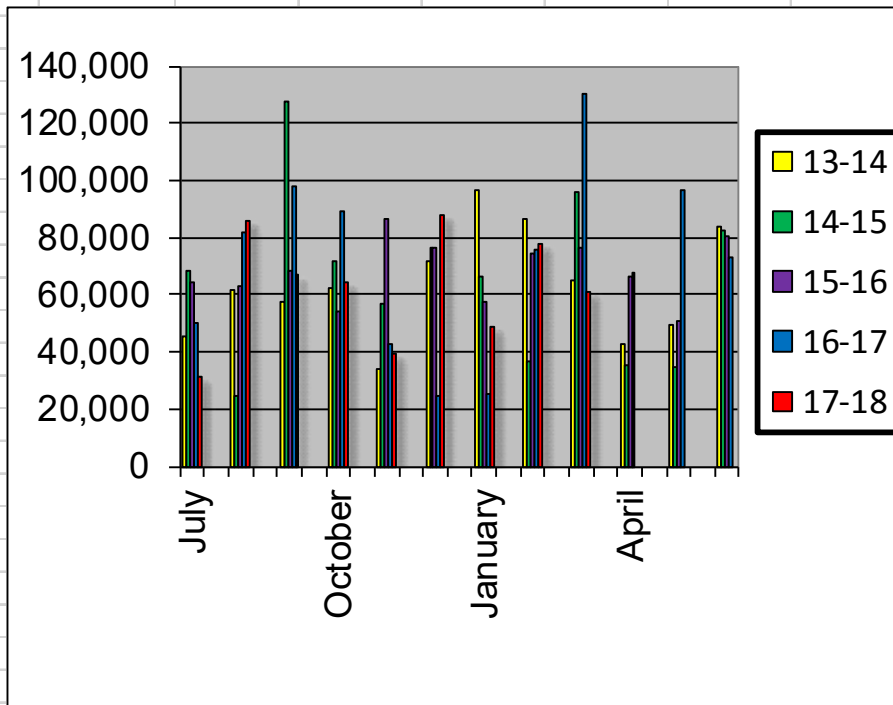
cc: Ramon Alvarez C., President

* additional expenditures will be deducted after release of Governor's Report (Pro Rata/ DMV Administrative charges/SCO/Fiscal)

Revenue and Expenditures July 1, 2017, through March 31, 2018 - (75% of fiscal year)

Administrative charges are included in the total budget authorized by the department for support in areas such as personnel, budget, and business services; however, this amount is not treated as an allocation and is not captured in the attached detail.	
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	13-14	14-15	15-16	16-17	17-18				
July	45,607.00	68,125.00	64,200.00	50,376.00	314,15.00				
August	61,800.00	24,600.00	62,700.00	82,057.00	85,886.00				
September	57,715.00	127,577.00	68,148.00	97,783.00	66,836.00				
October	62,325.00	71,935.00	54,000.00	89,275.00	64,500.00				
November	33,900.00	56,700.00	86,358.00	42,410.00	39,250.00	DEALER FEES FIVE YEAR COMPARISON			
December	71,746.00	76,132.00	76,272.00	24,600.00	87,600.00				
January	96,300.00	66,612.00	57,300.00	25,220.00	49,060.00				
February	86,792.00	36,900.00	74,528.00	75,410.00	77,772.00				
March	65,100.00	95,710.00	76,500.00	130,017.00	60,758.00				
April	42,648.00	35,644.00	66,600.00	67,375.00	0.00				
May	49,296.00	34,732.00	50,910.00	96,550.00	0.00				
June	84,000.00	82,746.00	80,230.00	72,860.00	0.00				
Ytd	757,229.00	777,413.00	817,746.00	853,933.00	563,077.00				



NEW MOTOR VEHICLE BOARD						
EXPENDITURE REPORT FOR THE SECOND QUARTER OF FISCAL YEAR 2017-2018						
(75% of fiscal year)						
ACCOUNT CODE	DESCRIPTION	BUDGETED AMOUNT	EXPENDITURE YEAR TO DATE	%	BALANCE REMAINING	%
1000	PAYROLL EXPENSE					
0030	Salaries - full time staff	857,090	557,208.00		299,882	
0330	Salaries - part time staff	74,196	37,693.00		36,503	
0880	Holiday Pay	0	986.00		-986	
0990	Salary Savings (minus)	0	0.00		0	
0020	TOTAL - salary expense	931,286	595,887.00		335,399	
1010	TOTAL - staff benefits	447,941	231,443.00		216,498	
	CATEGORY TOTAL					
1000	PAYROLL EXPENSE	1,379,227	827,330.00	60%	551,897	40%
3000	OPERATING EXPENSE AND EQUIPMENT					
2010	General Expense					
2050	Dues and membership	4,000	3,447.00		553	
2230	Library purchases	10,000	12,009.00		-2,009	
2260	Minor equipment	300	623.00		-323	
2270	Office equipment - rent/ maintenance/ repair	200	0.00		200	
2380	Miscellaneous general expense	200	179.00		21	
2391	Miscellaneous office supplies	7,300	4,570.00		2,730	
2395	Meeting expense	2,000	667.00		1,333	
2010	Total - General Expense	24,000	21,495.00		2,505	
ACCOUNT CODE	DESCRIPTION	BUDGETED AMOUNT	EXPENDITURE YEAR TO DATE	%	BALANCE REMAINING	%
2410	Printing					
2440	Office copier expense - rent/ maintenance	1,750	60.00		1,690	
2480	Miscellaneous printing expense	1,750	47.00		1,703	
2410	Total - Printing	3,500	107.00		3,393	
2610	Postage -meter rental & service, FedEx	9,000	2,987.00		6,013	
2910	Travel In-State					
2920	Lodging, mileage, misc.	2,000	1,135.00		865	
2940	Commercial air transportation	5,250	7,461.00		-2,211	
2950	Rental cars / other travel expense	7,750	5,017.00		2,733	
2910	Total - Travel In-State	15,000	13,613.00		1,387	
3110	Travel Out-of-State					
3120	Lodging, mileage, misc.	1,000	0.00		1,000	
3140	Commercial air transportation	1,000	1,784.00		-784	
3150	Rental cars	500	2,308.00		-1,808	
3110	Total - Travel Out-of-State	2,500	4,072.00		-1,572	
3320	Training	3,038	3,265.00		-227	
3430	Rent - non State owned building	165,000	116,881.00		48,119	
3445	Janitorial services	0	1,320.00		-1,320	
3450	Security services	550	0.00		550	
3470	Facilities planning - DGS	10,000	2,521.00		7,479	
3820	Professional services - internal (Attorney General)	12,000	17,992.00		-5,992	
4020	Professional services - external (court reporters)	18,000	1,460.00		16,540	
ACCOUNT CODE	DESCRIPTION			%	BALANCE REMAINING	%
4324	Data processing software	0	1,080.00		-1,080	
4350	Data processing minor equipment	0	4,939.00		-4,939	
4380	Pro rata statewide expense (101.864 TBA)	0	0.00		0	
4520	Equipment replacement	600	0.00		600	
	CATEGORY TOTAL					
3000	OPERATING EXPENSE AND EQUIPMENT	263,188	191,732.00	73%	71,456	27%
1000	PAYROLL EXPENSE	1,379,227	827,330.00	60%	551,897	40%
3000	OPERATING EXPENSE AND EQUIPMENT	263,188	191,732.00	73%	71,456	27%
	Total - Payroll and Operating Expense	1,642,415	1,019,062.00	62%	623,353	38%
	Pro rata statewide expense (101.864) - see above		0.00			
	Encumbrance balance		29,929.00			
			1,048,991.00	64%		
	DMV Administrative charge (78,00					

fiscal year 2017-2018

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